

Request for Sponsorship

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Airline Name]

[Airline Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am reaching out on behalf of [Your Organization], a non-profit dedicated to [briefly describe your mission and activities]. We are excited to announce our upcoming [event name or project], aimed at [purpose of the event/project].

We believe that partnering with [Airline Name] as a sponsor for this initiative would not only enhance the impact of our program but also showcase your commitment to [related cause or value, e.g., community engagement, philanthropy]. We are seeking sponsorship in the form of [specific request, e.g., flights, travel vouchers] to help us [explain how the sponsorship will be used].

In return, we would be thrilled to offer [list any sponsorship benefits: logo placement, social media mentions, etc.]. This is a fantastic opportunity to demonstrate [Airline Name]'s support for [cause] and engage with our audience of [brief description of audience].

Thank you for considering this partnership. I would love the opportunity to discuss this further and explore how we can work together. Please feel free to contact me at [your phone number] or [your email address] to arrange a meeting.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]